

UNCLASSIFIED
X
2011
DATE 25/11/81 BY 004540
MEMORANDUM FOR: Chief, Budget and Finance Branch
THRU: Chief, Administrative Division, OSA
SUBJECT: Travel Accounting for Period 15 Jan 63
REFERENCE: Memorandum from OSA/C/B & F; dated 28 January 1963; Subject as Above (OSA 0545-63)

1. In regards to referenced memorandum the following facts are presented for your evaluation.

a. The original ticket for the travel performed was issued by OSA travel office. This ticket was for commercial air travel to Albany - Atlanta - Dayton and return to Washington. First class accommodations were provided from Washington - Atlanta - Albany - Atlanta because no other type was available during the time period dictated by operational requirement.

25X1 b. The day prior to the trip I attended ground
25X1 school at Andrews AFB and asked [redacted] to
pick up my ticket. At approximately 1000 hours I
called [redacted] and asked him to advise OSA travel
to cancel the Dayton portion of the trip. There was
no longer an operational requirement to go to Dayton.
OSA travel advised it was too late to issue a new
ticket and I could change the ticket at National Air-
port the following morning. No information was passed
25X1 to [redacted] or me concerning the correct flight to
take from Atlanta to Washington.

c. Prior to departure from National Airport on the morning of 14 Jan 63 I requested the necessary ticket change by United Air Lines ticket personnel. I specifically requested tourist accommodations but was told the only connecting flight on United with the Eastern flight from Atlanta was a Viscount type aircraft - same as the morning flight from Washington to Atlanta - and only first class accommodations could be provided.

d. I did not check with all the other airline ticket offices at National Airport because I assumed United Personnel would have advised me of possible tourist accommodations with connecting flights of

the other airlines. Frankly, the thought never occurred to me that the Viscount flight to Washington would be unacceptable; particularly since OSA travel had issued the ticket originally for this type travel to Atlanta.

e. My first knowledge of another connecting flight on another airline, capable of providing tourist accommodations, was when I received the subject memorandum.

2. My view of the above facts, is that I should not be charged the additional fare of \$13.54 incurred as the result of first class travel from Atlanta to Washington. I believe OSA travel should have at least recommended the proper flight, if in fact it was too late to issue a new ticket.

3. Request favorable consideration of cancellation of subject indebtedness.



25X1

Distribution:

Orig & 1 - Addee
1 - OSA/C/OD
1 - OSA/OD/ADMIN
1 - OSA/OD/AB
X - OSA/RB